

LITTLE TRAVERSE BAY BANDS  
OF ODAWA INDIANS  
ECONOMIC DEVELOPMENT COMMISSION  
MINUTES  
APRIL 17, 2004

GOVERNMENTAL COMPLEX  
HARBOR SPRINGS, MICHIGAN

Meeting called to order by Chair Kishigo at 9:50 am.

Smudging and invocation sung by Tribal Chairman Frank Ettawageshik.

Roll call:

Present: Cheryl Kishigo, Patricia Dyer-Deckrow, Michael Givens and John Bott

Absent: Wenona Singel, excused

Quorum established

Staff: Jaime Barrientoz, Economic Development Director  
Susan A. Swadling, Economic Development Assistant

Guest: Tribal Chairman Frank Ettawageshik

Motion made by Commissioner Dyer-Deckrow to adopt the agenda as presented and amended, supported by Commissioner Givens.

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed.

Motion made by Commissioner Dyer-Deckrow to adopt the minutes of March 13, 2004 as presented and amended, supported by Commissioner Bott.

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed.

Opened public comment at 10:16 am

Patricia Dyer-Deckrow, Cheryl Kishigo, John Bott, Susan A. Swadling, Jaime Barrientoz and Michael Givens

Closed public comment at 10:23 am

Council Feedback

Information from the Chairman's office sent to Chair Kishigo was distributed to the Commissioners in their packets. At the Community Meeting, the Economic Development Commission is scheduled to do a presentation on Sunday May 16<sup>th</sup>; discussion was held regarding what would be presented.

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10:37 am break

10:52 am reconvened

Jaime Barrientoz, Economic Development Director, submitted a written and verbal report.

Additional staff is needed to maintain the paperwork and records for the enterprises the department is managing for example the Kings Inn, Biindigen, Trap Net Fishery, Bell's Fishery, tax agreement and the Business Resource Center. The Director will be working with Administration on the Budget. Commissioner Bott agreed to discuss the need for additional staff during his presentation of the Quarterly Report to Tribal Council on April 18<sup>th</sup>.

Susan A. Swadling, Economic Development Assistant, reported on the Business Resource Center. Dorothy Perry has accepted a new position with the Education Department. She will be discussing her time constraints with Melissa Claramunt, Education Director, to determine her availability to continue at the Resource Center.

The Kings Inn will be opening on May 1<sup>st</sup> and interviews have been conducted for the Resident Manager position, and a decision will be made by Tuesday, April 20, 2004. We expect to issue job postings for a Lead Room Attendant and Room Attendant by the end of the week.

11:45 am Commissioner Givens left.

Break at 11:47 am

Reconvene at 12:38 pm; Commissioner Givens returned and Theresa Keshick, Economic Development Research Assistant, arrived during the break.

Theresa Keshick reported on Biindigen and the progress made on the swipe card system. A grand opening celebration for Biindigen is being planned for the Community Meeting weekend. Details for the celebration were reviewed with the Commission. Invitations will be sent to dignitaries soon.

Accounting issues were discussed regarding the enterprises now being operated by the Tribe.

Under the tax agreement, form 4013 was used to get the reimbursement for the sales tax paid by resident tribal members in the agreement area. There was some confusion as to who was eligible for the reimbursement, it was suggested having a service available to help members with tax returns.

Motion made by Commissioner Bott to accept the Economic Development Director and staff verbal and written report, supported by Commissioner Dyer-Deckrow

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel).

Motion passed.

Chair's report

A new contact list has been sent out to the Commission. Information from the Chairman's office has been distributed.

Commissioner Bott will be presenting the quarterly report to Tribal Council on April 18, 2004.

It was suggested that the meeting schedule be changed to coincide with the Tribal Council meeting weekends. Susan A. Swadling will coordinate the schedule and will bring an updated version for the Commission's review at the next meeting.

Motion made by Commissioner Bott to change the June meeting to June 5<sup>th</sup> at 9:30 am, supported by Commissioner Givens

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed

Chair Kishigo discussed the 2005 budget with Valerie Tweedie, Chief Financial Officer, and a budget justification needs to be written. A budget modification for the 2004 budget needs to be written and approved at the May meeting.

Chair Kishigo and Commissioner Dyer-Deckrow will be on a conference call on Tuesday, April 27<sup>th</sup> at 7:30 pm to discuss plans for travel, fax line and budget modification.

Motion made by Commissioner Dyer-Deckrow to authorize travel and stipend for Commissioner Bott to present the Economic Development Commission quarterly report to Tribal Council on April 18<sup>th</sup>, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 1 abstain (Chair Kishigo), 1 absent (Vice-Chair Singel)

Motion passed.

Vice-Chair report

No report, absent

Treasurer's report

Reviewed the revenue and expenditures report for the Commission. The Commission needs clarification on the telephone costs. A 2005 projected budget needs to be prepared.

Motion made by Commissioner Bott to accept the treasurer's verbal report, supported by Commissioner Givens.

Vote taken: 3 yes, 0 no, 1 abstain (Commissioner Dyer-Deckrow), 1 absent (Vice-Chair Singel)

Motion passed.

Secretary's report

Commissioner Bott and Commissioner Givens will be attending the NCAI mid-year session in June.

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Motion made by Commissioner Bott to accept the Secretary's verbal report, supported by Commissioner Dyer-Deckrow.

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed.

Other Business

Strategic plan

Discussed information obtained from Bill Mrdeza, Saginaw Chippewa Tribal Planner, regarding the strategic plan and length of time it would cover.

Foreign Corporation

Commission will need to write a resolution of support for this statute and will need to sent it to Tribal Council with a Request for Action form.

Charter Corporation

An email version will be sent to all Commissioners for mark up and will put it on the next meeting agenda.

Real Estate Due Diligence

Vice-Chair Singel has written a list for the land use plan. This list would assist the tribe with future land acquisitions.

Break at 2:21 pm

Reconvene at 2:30 pm

Open public comment at 2:40 pm

Closed public comment at 2:40 pm no comment

Motion made by Commissioner Bott to go into closed session, supported by Commissioner Dyer-Deckrow

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed

Reopen meeting at 2:50 pm

Next meeting agenda will include an economic development presentation for May 8<sup>th</sup> at 9:30 am

Motion made by Commissioner Bott to adjourn the meeting, supported by Commissioner Dyer-Deckrow

Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Vice-Chair Singel)

Motion passed

2:53 pm meeting adjourned.

\_\_\_\_\_, Michael Givens, Secretary

Attachment